



DEPARTMENT OF THE NAVY
NAVY RECRUITING DISTRICT, NEW ORLEANS
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NEW ORLEANS, LOUISIANA 70143-5077

NAVCRUITDISTNOLAINST 1130.2C

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26 Aug 2014

NAVY RECRUITING DISTRICT NEW ORLEANS INSTRUCTION 1130.2C

From: Commanding Officer, Navy Recruiting District New Orleans

Subj: COPY CERTIFICATION POLICY

Ref: (a) COMNAVCRUITCOMINST 1130.8J w/Ch-6 - VOLUME II

1. Purpose. To provide command policy and procedures regarding reproduction and certification of basic enlistment eligibility requirements (BEERs) documents in accordance with reference (a), Volume 2, Chapter 2, Section 1.

2. Cancellation. NAVCRUITDISTNOLAINST 1130.2B.

3. Discussion. The Armed Forces are authorized to copy documents used for eligibility determinations, to include documents which state that it is unlawful to reproduce or copying is not authorized. The copy(s) shall have "ORIGINAL DOCUMENT SIGHTED AND REPRODUCED FOR MILITARY RECORDS AND REFERENCE PURPOSES ONLY" written or typed in a conspicuous location to ensure that the original was sighted. Originals will be immediately returned to the applicant for safekeeping.

4. Policy. Effective as of the date of this instruction, LPO's, Recruiters and MEPS Navy Liaison personnel are authorized to sight and copy all BEERs documents that are required in the enlistment kits. Per CNRC instruction all copies of original sighted documents shall have the following written or typed in a conspicuous manner: "ORIGINAL DOCUMENT SIGHTED AND REPRODUCED FOR MILITARY RECORDS AND REFERENCE PURPOSES ONLY" in order to be considered official BEERs documents.

/s/

C. A. STOVER

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